

M-I-N-U-T-E-S
Curriculum Committee
Tuesday, December 12, 2023, 11:00 AM
Zoom

Present: Bets McNie (Chair), Christine Isakson, Kitty Luce, Amy Parsons, Ariel Setniker, Emily Scheese, Amy Skoll, Scott Green, Wil Tsai, Steve Browne (Non-voting), Julia Odom (Non-voting), Graham Benton (Non-voting), Dinesh Pinisetty (Non-voting), Alex Parker (Non-voting), Rick Robison (Non-voting), Shari Smiljanic-Villa (Non-voting) and Pat Harper (Non-voting)

Guests: Tamara Burback and Chris Chiego

I. Approval of Agenda and Minutes

- * Bets called for approval of the agenda for Tuesday, December 12, 2023. Ariel motioned for approval; Amy P. seconded the motion. The agenda was unanimously approved.
- * Bets called for approval of the minutes for Tuesday, November 14, 2023. Ariel motioned for approval; Kitty seconded the motion. The vote was 8-Yes, 0-No, 0-Abstentions.

II. Old Business – Second Reading and Vote

- * **GWAR Policy** – Amy P.
The policy came up for a first reading at the October meeting and was made available for additional questions at the November meeting. IBL, ISS and OCN have decided to certify GWAR for their students by including EGL 300 or EGL 302 as part of their roadmaps. For higher-unit majors MT, ME, MET and FET, the plan is to have an in-major GWAR-certifying course, but the students take a placement exam to determine whether they can be successful writers by going straight into that in-major writing class or if they need to also prepare for the success in that by taking EGL 300 or EGL 301. Bets stated that if this passes today, it will go to the Senate for a first reading on Thursday. Wil motioned for approval; Amy S. seconded the motion. The vote was 8-Yes, 0-No, 1-Abstention.
- * **CCR 11/23-01 CRU 300 Sea Training III (Deck)** – Prerequisite Changes – Tamara Burback
FF 200 does not exist anymore. FF 300 replaces FF 200 as a prerequisite.
- * **CCR 11/23-02 DL 225L Radar/ARPA Lab** – Revised CS Number & WTUs – Tamara Burback
This CCR corrects the CS number and WTUs so Shari doesn't have to manually correct them every time the course is offered.
- * **CCR 11/23-03 DL 420 Watchstanding Simulation** – Revised CS Number & WTUs – Tamara Burback
This CCR corrects the CS number and WTUs so Shari doesn't have to manually correct them every time the course is offered.

Tamara stated that nothing has been changed content-wise in the classes, but we do now have STCW department chair forms from Robyn Christopher. Christine motioned to approve them as a bundle; Wil seconded the motion. The vote was 9-Yes, 0-No, 0-Abstentions.

- * **CCR 11/23-05 ME 436 Mechatronic System Design** – Remove STCW and Seatime Equivalency Designations – Wil
When the original CCRs for ME 436 and ME 436L were submitted in 2020 and 2021, ME 436 was accidentally designated as an STCW course with Seatime Equivalency. Only ME 436L Mechatronic System Design Lab should have those designations.

Wil stated that he hasn't received an STCW department chair form yet from Robyn Christopher. Scott would like to see the form. He's most concerned about dropping the seatime equivalency. It was decided to table this CCR until January.

III. New Business – Second Reading and Vote (First Reading Waived)

- * **CCR 11/23-06 DL 320 Introduction to Bridge Simulator** – Revised CS Number & WTUs – Tamara Burback
Tamara stated that there are no changes to the course, no changes to the seatime. Christine motioned to waive the first reading; Kitty seconded the motion. The vote was 7-Yes, 2-No, 0-Abstentions. Amy S. motioned for approval; Kitty seconded the motion. The vote was 8-Yes, 0-No, 1-Abstention.

The following two GMA courses will be offered in January:

- * **CCR 10/22-05 GMA 420 Cybersecurity** – New Course – Chris Chiego
Chris has taught this course two times as GMA 395 and has received good reviews from GSMA majors and non-GSMA majors. This course is an overview of what cybersecurity is, more from a policy perspective; it's much more cybersecurity awareness and there's a lot of focus on maritime domain. This is a required course for GSMA majors, but it is an elective for other majors. There was confusion about how the new course number got inserted into the spring schedule before the course was approved. Graham stated that he and Alex will reach out to Ryan to find out what happened. Christine motioned to waive the first reading; Ariel seconded the motion. The vote was 8-Yes, 0-No, 1-Abstention. Amy S. motioned for approval; Amy P. seconded the motion. The vote was 9-Yes, 0-No, 0-Abstentions. After Graham and Alex follow-up with Ryan, they will be put on the agenda for the next CC meeting on January 17.
- * **CCR 10/22-06 GMA 425 Civil Conflict** – New Course – Amy Skoll
Amy explained that, similar to Cybersecurity, this course has been taught several times as a GMA 395 course. It is designed to not only study civil conflicts, but at a senior level, the academic literature on civil conflicts. It's designed to be a course to introduce, in an introductory way, peer reviewed quantitative articles on civil conflict research and how we use quantitative research to evaluate civil conflicts in addition to talking about ongoing civil conflict trends and conflicts in peacekeeping. Ariel motioned to waive the first reading; Amy S. seconded the motion. The vote was 9-Yes; 0-No, 0-Abstentions. Scott motioned for approval; Amy P. seconded the motion. The vote was 9-Yes; 0-No, 0-Abstentions.

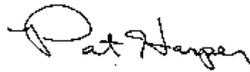
IV. New Business – First Reading

- * **CCR 11/23-04 ME 429 Manufacturing Processes Lab** – Revised CS Number, WTUs and Course Co-Requisite – Wil Tsai
Wil explained that originally ME 429 was taken in the senior year with the last semester of the capstone course, but later it was determined that it would be more useful to teach students how to use the machinery and how to use the CNC machine in their junior year. Students could then go in the shop and do things themselves during their senior year. The course was moved to the junior year, but the co-requisite was accidentally left with the senior year. This CCR corrects that. Regarding the revision of the CS number and WTUs, this CCR parallels the CCR that the ET department put in for EPO 315 Manufacturing Processes II, which is their equivalent for this course. At that time, they had changed the CS number and WTUs so it was decided to change the CS number and WTUs for ME 429 so both courses will be equal.
- * **CCR 12/23-03 ME 205 Engineering Career Preparation** – New Course – Wil Tsai
For all ME students, EPO 220 Diesel Engineering I (2 units) will be removed from the freshman cruise. The ME-License students will take EPO 220 and EPO 220L in the fall of their sophomore year, but the ME-Non-License students will take this one-unit course during the fall of their sophomore year. This is when students start their search for internships for the next summer. Career Services will be working with the ME internship coordinator faculty member to teach this course.
- * **CCR 12/23-04 ME 405 Fundamentals of Engineering Exam Seminar** – New Course – Wil Tsai
The second unit of EPO 220 that was removed from the freshman cruise will be used for this course. The ME-Non-License students can pursue professional licensure as an engineer with whatever state they are applying to. The first step in that process is to take the Fundamentals of Engineering Exam. The time to do that is in their senior year before they graduate and before they start working. This course prepares them to take the exam and will be offered in the fall of the senior year.
- * **CCR 12/23-05 ME 344 Heat Transfer** – Prerequisite Changes – Wil Tsai
- * **CCR 12/23-06 ME 440 Advanced Fluid Mechanics and Thermodynamics** – Prerequisite Changes – Wil Tsai
- * **CCR 12/23-07 ME 442 Heating, Ventilating and Air Conditioning** – Prerequisite Changes – Wil Tsai
The common prerequisite for all three courses is ME 240 Engineering Thermodynamics. The ET department offers ET 344 Thermodynamics. The fundamental physics and fundamental concepts for both courses are the same and there is a strong amount of overlap. The biggest difference is that ME offers their course in the spring and ET offers their course in the fall. For ME transfers who are off sequence, if they are allowed to substitute ET 344 for ME 240, they could take the course in the fall and get back on track. The slight hiccup is that the student may need ME 240 as a prerequisite to the next course and would need to fill out a prerequisite waiver. To streamline that process for ME and the Registrar, if the prerequisite for all three courses is listed as ME 240 **or** ET 344, someone needing that substitution will still be able to enroll in the course without additional paperwork.

V. Open Floor

- * Graham announced that the Curriculum Committee Policy has been approved through the Curriculum Committee and all the other channels. It's now on the President's desk. Graham expects it to be signed, if not this semester, hopefully in the early new year. As soon as it's signed, an announcement will be made.
- * Amy P. is still working on the new forms. They will be ready in the spring.
- * Bets asked for a motion to adjourn. Amy S. motioned for adjournment; there was a unanimous motion for adjournment. The meeting was adjourned at 12:08 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Pat Hanger". The signature is written in a cursive style with a large initial "P" and "H".